

STATE OF NEW JERSEY  
DEPARTMENT OF CHILDREN AND FAMILIES  
**OFFICE OF LICENSING/ INSPECTION/VIOLATION REPORT**

<b>Center Name:</b> Totsville Childcare Learning Center	<b>Center ID#:</b> 110500083	<b>County:</b> Monmouth
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<b>Address:</b> 707 Washington Avenue	<b>City:</b> Union Beach	<b>Zip Code:</b> 07735	<b>Email:</b> RNK8@AOL.COM
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<b>Phone:</b> 7328885437	<b>Fax:</b>	<b>Initial Inspection:</b> 7/20/2015	<b>License Status:</b> T - 9/17/2015, R - 6/17/2017
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Due Date(s):*	8/3/2015	8/7/2015	8/14/2015	8/31/2015	9/28/2015	11/5/2015
Date(s) Reinspection:	7/31/2015	8/7/2015	8/17/2015	9/14/2015	10/5/2015	11/5/2015
Due Date(s):*	11/19/2015	11/27/2015	12/14/2015	2/5/2016	3/4/2016	3/23/2016
Date(s) Reinspection:	11/20/2015	11/30/2015	1/5/2016	2/4/2016	3/9/2016	3/29/2016
Due Date(s):*	4/29/2016	5/20/2016				
Date(s) Reinspection:	5/6/2016	5/23/2016				
Due Date(s):*						
Date(s) Reinspection:						
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Due Date(s):*						
Date(s) Reinspection:						

**Center is in compliance with requirements as of:** 5/23/2016 *\*Reinspection occurs on or soon after due date*

Renewal ☐   
 Initial ☐   
 Monitor ☐   
 Increase ☐   
 Age Change ☐   
 Relocation ☐   
 New Sponsor ☐   
 Space Evaluation ☐

Complaint # 623, 662, 705, 802

Date Cited M/D/Year	Date Abated M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):
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***Supervision, Staff/Child Ratios & Space***

		<input type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on any field trip, outing, or special event away from the center regardless of transportation; or with more than 12 school-age children on walks.
		<input type="checkbox"/> 2. Provide immediate access to 1 additional adult for the school-age program when it is permitted to operate with only 1 staff member present.
7/20/2015	10/5/2015	<input checked="" type="checkbox"/> 3. Ensure that children are supervised by a staff member at all times.

<b>Notes:</b>		
7/20/2015	10/5/2015	<input checked="" type="checkbox"/> 4. Develop and implement a method to keep track of all the children, including at off-site locations.
7/20/2015	8/7/2015	<input checked="" type="checkbox"/> 5. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.

<b>Notes:</b> At time of inspection there were 5 infants to 1 staff member.		
		<input type="checkbox"/> 6. Ensure that staff meet minimum age requirements and those below 18 years old and new staff who have not completed orientation are directly supervised by staff at least 18 years old.
		<input type="checkbox"/> 7. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age
		<input type="checkbox"/> 8. Cease caring for children below 2 ½ years of age.
		<input type="checkbox"/> 9. Provide care for no more than 5 children below 2 ½ years of age if center has an E (Educational) Use Certificate of Occupancy (C.O.) issued prior to 11/5/03.
		<input type="checkbox"/> 10. Assign a primary caregiver for group of 4 infants and 6 toddlers.
		<input type="checkbox"/> 11. Post the center's license in a prominent location in each building.

Note: If number is checked, see attachment page(s) for clarification.

8/7/2015	10/5/2015	<input type="checkbox"/> 12. Operate within the center's licensed capacity and within each room's capacity.
Notes: At time of inspection room 4 was over by 3 and room 6 was over by 2. 8/17/15: room 4 over by 1 and room 6 over by 1.		
11/20/2015	1/5/2016	<input checked="" type="checkbox"/> 13. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children.
7/20/2015	5/6/2016	<input checked="" type="checkbox"/> 14. Ensure the children's health, safety and well-being.
Notes:		
<i>Activities &amp; Discipline</i>		
		<input type="checkbox"/> 15. Ensure that staff interact with children and provide children with: free choice of materials; a mixture of active and quiet experiences; a mixture of staff-directed and child-selected activities.
7/20/2015	10/5/2015	<input checked="" type="checkbox"/> 16. Provide a sufficient variety of age-appropriate activities.
8/17/2015	11/20/2015	<input checked="" type="checkbox"/> 17. Provide age-appropriate time frames for each activity.
7/20/2015	10/5/2015	<input checked="" type="checkbox"/> 18. Provide enough supplies, furniture and equipment for the required activities.
8/7/2015	10/5/2015	<input type="checkbox"/> 19. Plan and implement opportunities for school-age children's involvement in activity planning.
		<input type="checkbox"/> 20. Take children outdoors daily.
		<input type="checkbox"/> 21. Provide daily structured and unstructured indoor and outdoor energetic physical activity that promotes coordination and movement skills: 30 minutes for children in care less than 4 hours; 60 minutes for children in care more than 4 hours. Avoid inactivity for more than 30 minutes unless eating or sleeping.
		<input type="checkbox"/> 22. Develop policies/plans for use of TV/computer/video by children: under 2 years; over 2 years; with special needs; in care less than 4 hours; in care more than 4 hours.
8/7/2015	10/5/2015	<input type="checkbox"/> 23. Ensure use of TV/computer/video is educational/instructional and age/developmentally appropriate, and not used as a substitute for planned activities or for passive viewing.
		<input type="checkbox"/> 24. Significantly limit the use of TV/computer/video for children under the age of 2.
		<input type="checkbox"/> 25. Prepare and post a written discipline policy including acceptable actions that staff members may take.
9/14/2015	10/5/2015	<input checked="" type="checkbox"/> 26. Use positive methods of guidance and discipline consistent with children's age and developmental needs: prohibit corporal and/or emotional punishment.
Notes:		
		<input type="checkbox"/> 27. Ensure staff do not withhold active play times as a means of discipline unless a child's actions or behavior present a danger to themselves or others.
		<input type="checkbox"/> 28. Ensure that school-age children participate in the development of discipline rules or are made aware the discipline rules.
<i>Nutrition &amp; Rest</i>		
8/17/2015	1/5/2016	<input checked="" type="checkbox"/> 29. Ensure that food provided by the center is stored, prepared and served in a safe and sanitary manner..
Notes:		
		<input type="checkbox"/> 30. Ensure uneaten food in a child's dish is discarded and unused food is stored appropriately and discarded after 24 hours if not consumed.
		<input type="checkbox"/> 31. Serve lunch for children present from 11:00am to 1:00pm who have not eaten lunch and are at the center for at least 5 consecutive hours.
		<input type="checkbox"/> 32. Provide the following additional food(s) for breakfast, lunch/dinner and/or snack:
Notes:		
		<input type="checkbox"/> 33. Serve snack for children attending the center for at least 3 consecutive hours and for all children attending after school.
8/17/2015	10/5/2015	<input type="checkbox"/> 34. Provide nutritious food and beverages that comply with the manual/CACFP standards including a variety of fruits and vegetables and a high portion of whole grains; limit foods high in solid fats, added sugar, trans fats, and sodium. (Refer to CACFP standards at ( <a href="http://www.fus.usda.gov/cacfp/child-day-care-centers">www.fus.usda.gov/cacfp/child-day-care-centers</a> ))
8/17/2015	10/5/2015	<input checked="" type="checkbox"/> 35. Provide age-appropriate seating for children who no longer need to be held for feeding.
9/14/2015	11/5/2015	<input checked="" type="checkbox"/> 36. Ensure feeding plans for children less than 18 months old include breastfeeding arrangements/ accommodations when applicable and are maintained in writing for children less than 12 months old.
		<input type="checkbox"/> 37. Label each child's bottle with the child's name and date.
		<input type="checkbox"/> 38. Ensure milk, formula, and/or breast milk is not warmed in a microwave oven.
		<input type="checkbox"/> 39. Ensure formula or breast milk that is served but not completely consumed is discarded immediately or refrigerated and consumed within 24 hours.
9/14/2015	10/5/2015	<input checked="" type="checkbox"/> 40. Ensure that bottles are not propped when children are feeding.
8/17/2015	10/5/2015	<input type="checkbox"/> 41. Remove bottles and cups when children have fallen asleep and when crawling or walking.

Note: If number is checked, see attachment page(s) for clarification.

8/7/2015	10/5/2015	<input checked="" type="checkbox"/> 42. Provide daily rest period for each child aged 18 months to 5 years who attends the center for 4 or more consecutive hours and as needed for each child below 18 months.
		<input type="checkbox"/> 43. Provide alternative activities for children who rest for 30 minutes and do not need more rest.
8/17/2015	11/5/2015	<input checked="" type="checkbox"/> 44. Provide the following sleeping equipment and bedding: cots; 1"mats; cribs; playpens; sheets; blankets.
Notes:		
		<input type="checkbox"/> 45. Ensure that sleeping equipment is free of pillows, soft bedding and other hazards when occupied by a sleeping child, and that bedding does not cover the child's face.
		<input type="checkbox"/> 46. Identify and store individually each child's sleeping equipment and bedding.
		<input type="checkbox"/> 47. Provide enough light in rooms where children are napping to allow staff to see them.
7/20/2015	8/7/2015	<input type="checkbox"/> 48. Repair and/or replace sleeping equipment that is in disrepair.
		<input type="checkbox"/> 49. Ensure that mats used for rest and sleep are placed on a surface that is warm, dry and clean.
		<input type="checkbox"/> 50. Provide cribs that meet CPSC standards and maintain documentation on file.
		<input type="checkbox"/> 51. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.
		<input type="checkbox"/> 52. Ensure children 12 months and younger are initially placed in a face-up sleeping position unless indicated in writing by child's health care provider.
<b>Illnesses &amp; Accidents</b>		
		<input type="checkbox"/> 53. Designate an area where sick children can be separated from well children and provide rest equipment.
		<input type="checkbox"/> 54. Maintain illness log including: child's name; date; symptoms of illness observed; center's actions, and date child returned to the center.
7/20/2015	1/5/2016	<input type="checkbox"/> 55. Notify parents immediately of: head/facial injury; bite that breaks the skin; fall from a height; injury requiring professional medical attention. Report other injuries by end of the day.
7/20/2015	1/5/2016	<input type="checkbox"/> 56. Maintain an accident log that includes: name of child; date; time; location; description of accident/ injury; witnesses; type of first aid used; treatment/consultation by doctor; time of notification to parent.
<b>Administration &amp; Parent Involvement</b>		
		<input type="checkbox"/> 57. Provide the center's telephone number in writing or by e-mail to parents of all enrolled children.
		<input type="checkbox"/> 58. Develop a table of organization indicating lines of authority, responsibility and job descriptions.
7/31/2015	10/5/2015	<input type="checkbox"/> 59. Ensure that the director is scheduled to work 50 % of the center's daily operating hours.
7/31/2015	10/5/2015	<input checked="" type="checkbox"/> 60. Designate someone in the center to carry out the director's responsibilities when the director is absent.
		<input type="checkbox"/> 61. Ensure that the head teacher, group teacher and program supervisor are scheduled to work at least 75 percent of the center's daily operating hours, or at least 6 hours a day, whichever is less.
		<input type="checkbox"/> 62. Ensure that the head teacher/group teacher schedule time in other classrooms.
7/31/2015	10/5/2015	<input type="checkbox"/> 63. Establish and maintain a staff substitute system.
		<input type="checkbox"/> 64. Hold parent/staff conferences semi-annually and upon request.
		<input type="checkbox"/> 65. Choose 1 of the following 4 options for parent involvement, and maintain documentation at the center: governing board; advisory committee; annual meeting; annual open house.
<b>Program Records</b>		
		<input type="checkbox"/> 66. Complete and maintain at the center the staff records checklist.
Notes:		
		<input type="checkbox"/> 67. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
		<input type="checkbox"/> 68. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
		<input type="checkbox"/> 69. Provide the following records for the director, head teacher, group teacher or program supervisor: education / training experience.
Notes:		
		<input type="checkbox"/> 70. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor.
Notes:		
7/20/2015	1/5/2016	<input checked="" type="checkbox"/> 71. Provide and document the orientation training provided within two weeks of hire to all staff members in: center operations; policies and procedures; supervision; tracking; group size limits; primary caregiver responsibilities; release policy; discipline policy; health practices; evacuating the center; using fire alarms; recognizing and reporting child abuse/neglect.
Notes:		
		<input type="checkbox"/> 72. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures including evacuation and lock down.
		<input type="checkbox"/> 73. Ensure new directors complete staff development in Understanding Licensing Regulations within 90 days of hire.

Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 74. Ensure that all full-time staff complete 10 hours annual training with 2 hours in each of the following core areas: child growth and development; positive guidance and discipline; health and safety.
		<input type="checkbox"/> 75. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours of annual training in 1 or more of the following: professional development approved by Professional Impact New Jersey or the National Child Care Association, or equivalent staff development in three or more of nine specific management areas including physical activity, special needs programming, & ADA guidelines.
		<input type="checkbox"/> 76. Maintain record of date, time, observation and purpose of consulting head teacher's 2 monthly on-site visits.
		<input type="checkbox"/> 77. Ensure that 2 staff members who have current certified basic knowledge of first aid principles and CPR are at the center at all times when enrolled children are present.
9/14/2015	10/5/2015	<input checked="" type="checkbox"/> 78. Complete and maintain at the center daily time sheets for staff and children with arrival and departure times.
		<input type="checkbox"/> 79. Maintain a written outline of daily activities.
		<input type="checkbox"/> 80. Complete and maintain at the center the children's records checklist.

## Notes:

		<input type="checkbox"/> 81. Review, at least annually, a list from the Consumer Product Safety Commission (CPSC) regarding unsafe products and provide staff and parents with CPSC website <a href="http://www.cpsc.gov/Recalls">www.cpsc.gov/Recalls</a>
		<input type="checkbox"/> 82. Ensure that the Universal Health Record is updated annually and received upon admission to the center unless records are coming from another state or country, where a 30 day grace period is permitted.
		<input type="checkbox"/> 83. Ensure staff designated to administer medication are trained and that at least two staff are trained if using blood glucose monitors, nebulizers and/or epi-pens.
		<input type="checkbox"/> 84. Maintain medication records that include the following: child's name and parental authorization; name of the medication; illness being treated; dosage, frequency and other instructions; time and by whom the medication was administered; any adverse effects.
		<input type="checkbox"/> 85. Maintain documentation for pets at the center, including applicable vaccinations and parent notification.
		<input type="checkbox"/> 86. Maintain at the center and distribute to parents a written policy on communicable disease management.
		<input type="checkbox"/> 87. Maintain on file and follow the written policy on the release of children.
		<input type="checkbox"/> 88. Develop an expulsion policy which includes: circumstances; methods to notify parents; sufficient time limits; reasons for immediate expulsion; parental receipt of the policy.
		<input type="checkbox"/> 89. Obtain from parents and maintain at the center: blanket permission slips for walks; individual permission slips for field trips, including information on type of vehicle used and designated drivers.
		<input type="checkbox"/> 90. Maintain at the center documentation of a current comprehensive general liability insurance policy.

**Sanitation & Diapering**

8/17/2015	11/5/2015	<input checked="" type="checkbox"/> 91. Wash and disinfect: toilet training chairs and potty seats after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
		<input type="checkbox"/> 92. Use a commercial disinfectant or a staff-made solution of 1 tablespoon bleach per quart of water.
8/17/2015	11/5/2015	<input checked="" type="checkbox"/> 93. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change; and as needed.
8/17/2015	11/5/2015	<input checked="" type="checkbox"/> 94. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions; and as needed.
		<input type="checkbox"/> 95. Provide disposable rubber gloves for contact with blood or vomit.
		<input type="checkbox"/> 96. Change each child's diaper when wet or soiled.
		<input type="checkbox"/> 97. Provide a diapering area within 15 feet of a sink not used for food preparation.
		<input type="checkbox"/> 98. Ensure that diapering does not take place in an area or on a surface used for food preparation.
7/20/2015	1/5/2016	<input checked="" type="checkbox"/> 99. Maintain diapering surfaces as follows: flat; smooth; clean; dry; non-absorbent; in good repair.
		<input type="checkbox"/> 100. Place soiled disposable diapers in a closed container with a leakproof lining.

**Bathroom & Kitchen Facilities**

		<input type="checkbox"/> 101. Ensure all toxic substances and medications are inaccessible to children.
Notes:		
		<input type="checkbox"/> 102. Ensure that children cannot lock themselves in bathrooms.
		<input type="checkbox"/> 103. Provide bathroom supplies as follows: soap; toilet paper; individual/disposable towels; platforms.
		<input type="checkbox"/> 104. Securely fasten the bathroom equipment.
		<input type="checkbox"/> 105. Sand and paint rusted bathroom stall dividers.
		<input type="checkbox"/> 106. Ensure toileting privacy: for children (SA); when staff/adult uses the same toilet facility as children.
		<input type="checkbox"/> 107. Designate and visibly identify the staff/adult toilet facility.
		<input type="checkbox"/> 108. Provide 1 toilet facility and sink: on each floor used by children (EC); within 1 floor for children.(SA)
		<input type="checkbox"/> 109. Ensure hot tap water does not exceed 110 degrees Fahrenheit (EC) or 120 degrees Fahrenheit. (SA)
		<input type="checkbox"/> 110. Maintain in sanitary and operable condition: toilets; sinks; other plumbing fixtures.
		<input type="checkbox"/> 111. Provide a barrier to the kitchen area to prevent accidental access by children.
		<input type="checkbox"/> 112. Keep microwave/toaster ovens: out of children's reach; secured; not used when children in area.
		<input type="checkbox"/> 113. Provide a working refrigerator, or access to a refrigerator, for perishable foods or medication.
		<input type="checkbox"/> 114. Ensure that food waste receptacles are lined and maintained in a sanitary condition.

**Health & Fire Safety**

		<input type="checkbox"/> 115. Provide and make accessible to staff; a fully standard first aid kit; an American Red Cross First Aid Manual or its equivalent.
		<input type="checkbox"/> 116. Post a sign in a prominent location to prohibit smoking when the center is operating.
		<input type="checkbox"/> 117. Take necessary action to free the center of infestation by rodents and insects, provide documentation.
		<input type="checkbox"/> 118. Obtain and maintain on file a current health certificate.
		<input type="checkbox"/> 119. Obtain and maintain on file a current fire certificate.
		<input type="checkbox"/> 120. Maintain on file the life/hazard use registration certificate applicable to licensed capacity/ages served.
		<input type="checkbox"/> 121. Conduct and document monthly fire drills during each session provided at the center and evacuate all children within 3 minutes.
		<input type="checkbox"/> 122. Ensure the center's fire protective systems are operative at all times.
		<input type="checkbox"/> 123. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
		<input type="checkbox"/> 124. Post a diagram depicting: approved areas; evacuation routes; room identifications.
11/5/2015	11/30/2015	<input checked="" type="checkbox"/> 125. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.

Notes:

9/14/2015	5/6/2016	<input checked="" type="checkbox"/> 126. Ensure that illuminated exit signs and emergency lighting are operable at all times.
		<input type="checkbox"/> 127. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
7/20/2015	8/7/2015	<input checked="" type="checkbox"/> 128. Remove excess storage and/or combustibles from the furnace room.
		<input type="checkbox"/> 129. Remove electric space heaters, portable liquid fuel-burning or wood-burning heating appliances.
		<input type="checkbox"/> 130. Arrange cribs, playpens and cots to provide access to an unobstructed 3-foot wide aisle that exits out.
		<input type="checkbox"/> 131. Provide and maintain in good condition: handrails on all stairs with 3 or more risers; guardrails on all open sides of landing with intermediate guards spaced no more that 4 inches apart.
		<input type="checkbox"/> 132. Install window guards, with approval of the local fire official, or provide an alternative method to ensure that children cannot fall out of windows.
		<input type="checkbox"/> 133. Comply with the New Jersey Uniform Construction Code (NJUCC)/Fire Code:
		<input type="checkbox"/> 134. Submit a copy of the final Certificate of Occupancy (CO) or Certificate of Continued Occupancy (CCO) that indicates the correct use group for the children served.
		<input type="checkbox"/> 135. Submit a copy of the Certificate of Approval, as issued by the local construction official, for changes in the building subject to the NJUCC requiring the issuance of a building permit.

**Environmental Safety**

		<input type="checkbox"/> 136. Complete and submit a DCF Renewal Attestation Form with the center's previous DEP approval letter attached and any other environmental documents if applicable.
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Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 137. Submit a No Further Action Letter (NFA) or Child Care/Educational Facility Approval Letter from the Department of Environmental Protection (DEP), or Response Action Outcome Letter (RAO) from a Licensed Site Remediation Professional (LSRP) indicating that no further action is needed for the site on which the center is located. [Note: Check the DEP website at <a href="http://www.state.nj.us/dep/dccrequest">www.state.nj.us/dep/dccrequest</a> for the most current information.]
		<input type="checkbox"/> 138. Submit a water supply certification indicating the center is serviced by a public community water system demonstrated through a copy of a current bill from that water company.
		<input type="checkbox"/> 139. Submit current documentation from the DEP, Bureau of Water System Engineering (BSDW), for centers not on a public community water system. [Note: Check the DEP, BWSE website at <a href="http://www.state.nj.us/dep/dccrequest/safedrink.html">www.state.nj.us/dep/dccrequest/safedrink.html</a> or call (609) 292-5550 for more information.]
		<input type="checkbox"/> 140. Ensure water tests are posted in each building.
		<input type="checkbox"/> 141. Submit a letter of prior uses from the municipality, county or state indicating whether the building has ever housed a use classified under the NJUCC, NJSA, 5:23, as: Group F (factory/industry); Group H (high hazard); Group S (storage); Group B (dry cleaner or nail salon); Group A (funeral home); or Group M (gas station.)
		<input type="checkbox"/> 142. Submit a Safe Building Interior Certification or other approval issued by the DOH for centers: a) co-located with a dry cleaner or nail salon; b) with one of the prior uses: F, H, S, B (dry cleaner, nail salon), A (funeral home) or M (gas station); c) located in a building built in 1978 or earlier; or d) located near a known hazardous area. [Note: Contact DOH prior to taking action to confirm what is needed for your center. Call DOH at (609) 826-4923 or email DOH using the link at <a href="http://www.state.nj.us/health/eoh/tsrp/iep/ccc_ieha.shtml">www.state.nj.us/health/eoh/tsrp/iep/ccc_ieha.shtml</a> ]

Notes:

		<input type="checkbox"/> 143. Test for the presence of radon gas in every room on the lowest floor used by children in each building and post the test results in a prominent location in each building.
		<input type="checkbox"/> 144. Provide documentation that the center: completed a lead paint risk assessment; follows an approved lead paint risk assessment management plan; verified the absence of a lead hazard; notified parents of a lead hazard; completed the recommended remedial action to alleviate the lead paint hazard.

Notes:

		<input type="checkbox"/> 145. Provide documentation that the center: follows an approved asbestos management plan; verified the absence of asbestos hazard; complies with the Asbestos Hazard Abatement subcode and DEP.
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**Building Maintenance**

11/20/2015	3/29/2016	<input checked="" type="checkbox"/> 146. Keep all surfaces clean and in good repair.
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Notes:

		<input type="checkbox"/> 147. Replace, clean and/or secure all stained, broken and/or missing floor tiles and carpeting.
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Notes:

9/14/2015	2/4/2016	<input checked="" type="checkbox"/> 148. Replace, clean and/or secure all stained, broken and/or missing ceiling tiles.
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Notes:

		<input type="checkbox"/> 149. Eliminate moisture resulting from leaks or seepage.
8/17/2015	10/5/2015	<input type="checkbox"/> 150. Maintain the building structure to prevent drafts, leaks and infestation.
		<input type="checkbox"/> 151. Provide screens on: doors and windows used for ventilation; crawl spaces; attic spaces.
		<input type="checkbox"/> 152. Provide safety glass/protective guards for windows and glass located within 36 inches above the floor.
10/5/2015	3/29/2016	<input checked="" type="checkbox"/> 153. Ensure window blinds are in good repair and blind cords are inaccessible to children.
		<input type="checkbox"/> 154. Provide protective covers for: electrical outlets; fluorescent tubes; incandescent light bulbs; fans.
		<input type="checkbox"/> 155. Provide and maintain suitable protective devices for radiators, steam and hot water pipes.
		<input type="checkbox"/> 156. Provide/maintain mechanical ventilation: in operating condition; clean; unobstructed; replace filters.

Notes:

		<input type="checkbox"/> 157. Raise temperature to a minimum of 68 degrees Fahrenheit in all rooms used by children.
8/7/2015	1/5/2016	<input checked="" type="checkbox"/> 158. Increase light in specific areas:

Notes: Replace burnt out light bulbs in room 5.

		<input type="checkbox"/> 159. Provide 1 of the 4 monitoring options listed in the manual.
		<input type="checkbox"/> 160. Ensure that doors in all interior rooms designated for use by children remain unlocked.
		<input type="checkbox"/> 161. Ensure shelving is secure and not overloaded, and appliances are secured to a stable surface.
		<input type="checkbox"/> 162. Pad lally columns in areas used by children to a height of 48 inches (EC) and 72 inches (SA).
		<input type="checkbox"/> 163. Ensure that stairways are free of tripping hazards.
		<input type="checkbox"/> 164. Provide a barrier extending at least 5 feet above floor level.

**Note:** If number is checked, see attachment page(s) for clarification.



9/14/2015	5/23/2016	<input checked="" type="checkbox"/> 165. Repair and/or paint surfaces in specified areas:
Notes:		
		<input type="checkbox"/> 166. Maintain indoor/outdoor garbage receptacles as follow: covered; emptied as needed; leakproof; clean.
		<input type="checkbox"/> 167. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.
Notes:		
<i>Outdoor Play Area, Equipment and Maintenance</i>		
		<input type="checkbox"/> 168. Provide and maintain in good condition a fence, enclosure or other barrier for the outside play area.
		<input type="checkbox"/> 169. Provide a barrier, in addition to the fence, for outdoor play areas exposed to vehicular traffic.
		<input type="checkbox"/> 170. Grade or provide drains for the outside play area.
		<input type="checkbox"/> 171. Ensure that outdoor areas and play equipment are free from stagnant water.
		<input type="checkbox"/> 172. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 173. Ensure play equipment is specifically age-appropriate for the ages served.
		<input type="checkbox"/> 174. Repair or remove broken/rusted toys in the outdoor play area.
7/20/2015	10/5/2015	<input type="checkbox"/> 175. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
		<input type="checkbox"/> 176. Ensure that any community playground equipment used by the children complies with applicable provisions of the Playground Safety Subcode.
		<input type="checkbox"/> 177. Ensure the safety of the children on route to the outdoor play area.
Notes:		
		<input type="checkbox"/> 178. Remove debris and overgrown vegetation in the outdoor play area.
		<input type="checkbox"/> 179. Ensure that hazardous plants are not kept in the center or near outside areas used by children.
		<input type="checkbox"/> 180. Ensure that sand in the outdoor play area is asbestos-free and maintained in a sanitary manner.
		<input type="checkbox"/> 181. Ensure pesticides are not applied in or around the center during operating hours and all toys and non-permanent play equipment are removed before application.
		<input type="checkbox"/> 182. Provide 350 square feet of outdoor space for 10 children and 35 square feet for each additional child.
		<input type="checkbox"/> 183. Limit the number of children using the outdoor play area to the maximum capacity.
		<input type="checkbox"/> 184. Cease using dump and fill wading pools.
		<input type="checkbox"/> 185. Ensure swimming pools/natural bathing places used by children comply with applicable provisions of the Public Recreation Bathing Rules, as specified in NJAC 8:26, and with applicable provisions of the Building Subcode and Barrier-Free Subcode of the NJUCC, as specified in NJAC 5:23.
		<input type="checkbox"/> 186. Ensure that children using swimming pools or natural bathing facilities are supervised in accordance with applicable provisions of the N.J. Youth Camp Safety Act rules, as specified in NJAC 8:25.
		<input type="checkbox"/> 187. Provide lighting in parking areas, walkways and other exterior areas used by center occupants at night.
		<input type="checkbox"/> 188. Take necessary action to remove outdoor hazards.
Notes:		

***ALERT:*** Effective 8/6/14, stackable cribs are prohibited. For more information on crib safety and safe sleep environments for infants, refer to CPSC's crib information center at [www.cpsc.gov/info/cribs/index.html](http://www.cpsc.gov/info/cribs/index.html).

☐ See attached Transportation Inspection/Violation page.

Inspector(s) Name(s)

L.Bellach



#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
3	7/20/2015	10/5/2015	At time of inspection room 4 was not properly supervised, staff was watching a child walk down the hall to the bathroom with children in the classroom where throwing toys are each other.	Delete
4	7/20/2015	10/5/2015	Ensure staff know how many children are in their care.	Delete
14	7/20/2015	10/5/2015	Ensure all feeding seats have straps, room 2 was missing straps.	Delete
14	7/20/2015	11/5/2015	Ensure that students are strapped into feeding seats when placed in them.	Delete
16	7/20/2015	10/5/2015	Ensure school age campers have age appropriate activities. 8/17/15: Children still do not have age appropriate activities.	Delete
18	7/20/2015	8/17/2015	Ensure school age campers have age appropriate seating.	Delete
99	7/20/2015	1/5/2016	Replace torn changing pad in room 2.	Delete
128	7/20/2015	8/7/2015	Remove storage from furnace room.	Delete
71	7/20/2015	10/5/2015	Retrain all staff on center's policies and procedures for incidents occurring at the center.	Delete
60	7/31/2015	10/5/2015	Based on a complaint: The center needs to ensure that one of the directors is available at the center during operating hours. At time of inspection the 1 co-director was not present at the center and the other was in a classroom and unavailable since there was no other staff to relieve her.	Delete
3	7/31/2015	10/5/2015	Based on a complaint: The children from room 4 were brought into the hallway while a staff member made a phone call leaving the children without proper supervision.	Delete
3	8/17/2015	10/5/2015	Based on a complaint. In room 2 the staff member had their back to the children talking with another staff member who was not in the room as a teacher, leaving the children unsupervised.	Delete
3	8/17/2015	10/5/2015	In classroom 6 the staff member was having difficulty maintaining proper supervision in the classroom, a child left the classroom without authorization and supervision. Children were throwing objects around the room and not listening to staff.	Delete
14	8/17/2015	11/5/2015	At time of inspection the infant room had the children's pacifiers in the crock pot in order to clean them. Ensure that pacifiers are not cleaned in that manner.	Delete
14	8/17/2015	11/5/2015	At time of inspection a child complained that she had a headache and wanted her mother called. The staff member told the child that she could not call the child's parent because there was no one else in the classroom with her. The center needs to ensure that they staff know what the proper procedure is for when a child needs to have their parent called. Train all staff and provide documentation of training.	Delete
17	8/17/2015	11/5/2015	At time of inspection a child in the infant room was placed in a swing for over an hour. The center needs to ensure staff know appropriate time frames for activities. Train all staff and provide documentation of training.	Delete
17	8/17/2015	10/5/2015	In room 2 a child was in a table seat for over 30 minutes.	Delete
29	8/17/2015	11/5/2015	At time of inspection, hands were not washed prior to preparing lunch.	Delete
29	8/17/2015	1/5/2016	At time of inspection, serving dishes were not washed in a sanitary manner.	Delete
34	8/17/2015	10/5/2015	Based on complaint, the center needs to ensure that all meals comply with the CACFP standards.	Delete
35	8/17/2015	10/5/2015	At the time of inspection children in classroom 5 did not have appropriate seating to eat their meal, the chairs were too low for the table.	Delete
41	8/17/2015	10/5/2015	In room 1 a child was walking around with a bottle.	Delete
44	8/17/2015	11/5/2015	In the infant room a child was sleeping in a swing.	Delete
91	8/17/2015	11/5/2015	In the infant room and room 2 proper cleaning was not observed. The center needs to ensure staff use a 2 step procedure to clean. Train all staff and provide documentation of training.	Delete
93	8/17/2015	10/5/2015	In the infant room and room 2 children hands were not washed after diapering. Train all staff on proper hand washing procedures for children and provide documentation of training.	Delete
94	8/17/2015	11/5/2015	In room 2 staff did not wash their hands after wiping a child's nose. Train all staff on proper hand washing procedures and provide documentation of training.	Delete
94	8/17/2015	11/5/2015	During lunch preparation staff did not wash their hands prior to preparing food.	Delete
150	8/17/2015	10/5/2015	Repair siding on building that is falling apart.	Delete
150	8/17/2015	10/5/2015	Repair vent on the building that is bent and falling apart.	Delete
3	9/14/2015	10/5/2015	At time of inspection in room 2 a child was climbing on the table.	Delete
5	9/14/2015	10/5/2015	Based on a complaint: At time of inspection there were 9 children of mixed ages in room 2 that required 2 staff members and only 1 was present in the classroom. Also in room 6 there were 7 children ages 18mon - 2 1/2 years with one staff member.	Delete
14	9/14/2015	11/5/2015	At time of inspection in room 3, children were not strapped into the bucket table seat.	Delete
14	9/14/2015	10/5/2015	At time of inspection in room 3, a child was walking around with a pacifier that was touching the floor and the child then placed the pacifier in their mouth. The center needs to remove pacifiers from children when they are walking/crawling around the room.	Delete
17	9/14/2015	11/20/2015	Ensure children are not left at the table for an extended period of time with nothing to do.	Delete

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
17	9/14/2015	11/5/2015	Based on a complaint. At time of inspection in room 3, children were observed sitting in the swing, jumpy seat and rocker seat for extended periods of time.	Delete
26	9/14/2015	10/5/2015	At time of inspection a child was placed in a seat for "time out" for an inappropriate amount of time.	Delete
36	9/14/2015	11/5/2015	Ensure infant feeding plans are updated.	Delete
40	9/14/2015	10/5/2015	At time of inspection in room 3, a child was in the rocker seat unable to hold the bottle, the bottle was propped on the child's chest.	Delete
44	9/14/2015	11/5/2015	Ensure that all children are sleeping in a approved sleeping equipment. During inspection, an infant was sleeping in a swing for an extended period of time.	Delete
71	9/14/2015	1/5/2016	Ensure infant room staff receive thorough training and ensure new staff receive appropriate training prior to working in the infant room including adequate supervision, use of primary caregivers, ratios, group sizes, evacuation procedures, appropriate activity times, approved sleeping equipment, etc.	Delete
78	9/14/2015	10/5/2015	At time of inspection in rooms 2 and 3 all children that were present were not signed in.	Delete
91	9/14/2015	11/5/2015	Ensure tables are washed and disinfected prior to serving meals. Retrain all staff on proper procedures and document training.	Delete
93	9/14/2015	11/5/2015	Ensure children's hands are washed after diapering and prior to meals. At time of inspection children would arrive at the center and sit down and eat without washing hands. Retrain all staff on proper procedures and document training.	Delete
94	9/14/2015	11/5/2015	Ensure staff wash their hands after diapering, also before serving food. Retrain all staff on proper procedures and document training.	Delete
126	9/14/2015	5/6/2016	Repair emergency lighting in the hall by room 1.	Delete
148	9/14/2015	2/4/2016	Replace stained ceiling tile in the kitchen area.	Delete
148	9/14/2015	1/5/2016	Replace stained ceiling tile in the hallway by the laundry area.	Delete
148	9/14/2015	11/5/2015	Replace stained ceiling tile in room 5.	Delete
158	9/14/2015	10/5/2015	Replace burnt out light bulbs in the kitchen area.	Delete
158	9/14/2015	11/5/2015	Replace burnt out light bulbs by the laundry area.	Delete
165	9/14/2015	5/23/2016	In room 1 repair ceiling by the sink area.	Delete
501	9/14/2015	10/5/2015	Based on a complaint, musky smell was observed in the infant room. The center needs to check the source of the odor and take necessary steps to eliminate it.	Delete
18	10/5/2015	3/9/2016	Ensure all classrooms have tissues.	Delete
153	10/5/2015	3/29/2016	Repair blinds in room 3.	Delete
3	11/5/2015	11/20/2015	Staff member in room 2 left the children unsupervised.	Delete
5	11/5/2015	11/20/2015	At time of inspection room 3 was out of ratio. There were 5 children under 18 months with one staff member.	Delete
126	11/5/2015	11/5/2015	At time of inspection the emergency exit door in room 1 was locked and unable to be opened. This was corrected before inspector left the center.	Delete
125	11/5/2015	11/30/2015	The emergency exit door in room 1 needs to be repaired so that it opens easily.	Delete
125	11/5/2015	11/20/2015	The center needs to remove the table from the hallway.	Delete
146	11/5/2015	2/4/2016	Repair the door handle in room 4, when it the classroom it does not open properly.	Delete
3	11/20/2015	1/5/2016	Infant room (room 3), a sitting at the table eating without any supervision.	Delete
13	11/20/2015	11/30/2015	Remove crib from the bathroom.	Delete
13	11/20/2015	1/5/2016	Remove stroller from bathroom.	Delete
14	11/20/2015	1/5/2016	In the infant room staff member was stepping on a child's sleeping cot.	Delete
14	11/20/2015	2/4/2016	In the infant room a child was walking around with a pacifier, when it dropped to the floor another child picked it up and put it in their mouth.	Delete
14	11/20/2015	5/6/2016	Ensure children's noses are wiped.	Delete
29	11/20/2015	1/5/2016	Ensure staff maintain sanitary procedures when feeding children. At time of inspection a staff member stopped feeding a child, put the bottle in their pocket to do another task and then took the bottle out of their pocket and continued feeding the child. Also a staff member pinched the nipple of the bottle to mix with their hands and then feed it to the child.	Delete
41	11/20/2015	1/5/2016	RECITE: Bottles are to be removed from cribs once a child has fallen to sleep.	Delete
48	11/20/2015	3/9/2016	RECITE: Replace all torn bedding.	Delete
91	11/20/2015	2/4/2016	RECITE: The center needs to ensure that staff follow proper cleaning procedures. In room 2 staff did not wash the changing table after use. In room 3 only 1 step was used to clean the changing table. In room 1 the tables were not washed prior to lunch.	Delete

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
94	11/20/2015	1/5/2016	RECITE: The center needs to ensure that staff wash their hands at all appropriate times. In room 2 staff did not wash their hands after diapering. In room 3 staff did not wash their hands prior to serving food. In room 1 staff did not wash their hands prior to serving food.	Delete
125	11/20/2015	11/20/2015	At time of inspection a box was on the stairwell. It was moved prior to leaving the center.	Delete
125	11/20/2015	11/30/2015	At time of inspection there was a stroller in the hallway.	Delete
3	1/5/2016	2/4/2016	At time of inspection supervision was not adequate in 2 classrooms. Retrain all staff on proper supervision and document training.	Delete
14	1/5/2016	2/4/2016	In room 6, ensure that the red book shelf is anchored or moved.	Delete
16	1/5/2016	2/4/2016	In room 2 ensure all toys are age appropriate.	Delete
16	1/5/2016	2/4/2016	In room 2 ensure all seating is age appropriate.	Delete
146	1/5/2016	3/29/2016	In room 3 repair floor molding by the sink area that is separating from the wall.	Delete
5	3/9/2016	3/29/2016	At time of inspection 2 classrooms were out of ratio. Room 1 had 18 children in the 3-4 age group, and room 5 had 14 children in the 4-5 age group. Both rooms required 2 teachers.	Delete
14	3/9/2016	3/29/2016	In room 3 the children were not strapped in to their seats while sitting at the table.	Delete
126	3/9/2016	3/9/2016	At time of inspection the emergency exit door in room 1 was locked. This was corrected before inspector left the center.	Delete